



King County
JAIL MEDICAL OFFICER
PUBLIC HEALTH - SEATTLE & KING COUNTY
CHARS/JAIL HEALTH SERVICES
Annual Salary Range \$135,694 - \$172,000
Job Announcement: 04MH3955
OPEN: 1/12/04 CLOSED: Open Until Filled

WHO MAY APPLY: This career service exempt position is open to all qualified candidates.

WHERE TO APPLY: Required forms and materials **must** be sent to: **Employment Services, 999 3rd Avenue, Suite 1230, Seattle, WA 98104**. Applications materials must be received by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) Contact Bette Pine at (206) 296-1083 for further inquiries. **PLEASE NOTE:** Applications not received at the location specified above may not be processed.

FORMS AND MATERIALS REQUIRED: [A King County application form, data sheet](#), resume and letter of interest detailing your background and describing how you meet or exceed the requirements are required.

WORK LOCATION: King County Correctional Facility, 500 Fifth Avenue, Seattle and Regional Justice Center, 620 West James, Kent.

WORK SCHEDULE: This career service exempt position is also exempt from the provisions of the Fair Labor Standards Act, and is not overtime eligible. The work week is normally Monday through Friday.

PRIMARY JOB FUNCTIONS INCLUDE:

- Serves as the delegated "Responsible Physician" for Jail Health Services (JHS) and has final medical authority for all health services and clinical decisions provided for inmates.
- Collaborates with Public Health (PH) Medical Director to direct a comprehensive Quality Assurance Program for JHS which includes peer review, clinical guideline development, and utilization review; determines and implements any system or practice changes indicated.
- Serves on the JHS Senior Management Team.
- Serves as the primary clinical administrative representative and liaison to outside medical services and providers such as Harborview Medical Center (HMC), University of Washington Medical Centers (UWMC), PH Clinics, and community provider groups in coordination with the Manager of JHS.
- Assumes primary clinical responsibility in assuring that all policies, procedures, and practices of JHS are in compliance with applicable standards of the National Commission on Correctional Health Care (NCCHC) and Washington State Statutes.
- Ensures that the provider training curriculum and focus is up to date, and focused on relevant clinical issues.
- Reviews and approves clinical policies, procedures, clinical practices, and emergency response processes annually.
- Performs annual evaluations on all Independent Health Care Providers.
- Reviews all "critical incidents" and is a member of the Critical Incident Review Committee.
- Oversees the scheduling of all clinical providers to meet the healthcare missions of JHS

- Participates directly in hiring clinical providers and oversees the mix between specialty providers and general practice providers within JHS.
- Provides “On-Call” services in rotation with JHS medical providers.
- Monitors all inmate health care needs on a daily basis.
- Responsible for the examination, diagnosis, treatment, and/or referral of clients to appropriate health care agencies or facilities.
- Responsible for the review of all referrals to outside consultants to ensure the appropriateness of referral.
- Ensures that systems for clinical assessment, diagnosis, and treatment are in place so that all necessary medical care for inmates is provided in a timely and appropriate manner.
- Provides clinical input on JHS program and policy decisions.
- In collaboration with PH Nursing Department, oversees and revises, as necessary, Nursing Clinical Guidelines.
- Works in collaboration with JHS management team to develop and implement high quality clinical service delivery models.
- Provides oversight of data analysis and research; review JHS process and outcome data regarding the provision of health care services at JHS.
- Provides medical testimony and consultation on legal issues as necessary. Serves as key point of contact.
- Responsible for the JHS formulary, in conjunction with the Chief of Pharmacy and the Public Health Medical Director. Reviews on-going reports and quarterly trends on medication utilization costs, formulary compliance, prescribing patterns, and dispensing of medications.
- Under the direction of the PH Medical Director, interfaces with training programs at HMC/UWMC and other local medical institutions to establish and maintain elective graduate physician training rotations in JHS.
- Supervise all Independent Health Care Providers (MD, ARNP, DDS) in JHS. Supervise Pharmacists in JHS.
- Committee responsibilities: Chair, JHS Quality Improvement; Chair, Utilization Management Committee; Public Health Quality Improvement Committee; JHS Pharmacy & Therapeutics Committee; PH Pharmacy & Therapeutics Committee; Chair JHS Provider Meeting; JHS/DAJD Operations; Senior Management Team; Disease Control Officer Meeting; Public Health Physicians’ Meeting; Others as appropriate

QUALIFICATIONS:

- Board Certified / Board Eligible in medical discipline relevant to correctional health.
- Minimum 5 years clinical experience, experience in addiction medicine or corrections experience a plus.
- Minimum 2 years administrative experience.
- Demonstrated knowledge of medical, diagnostic, and treatment practices.
- Demonstrated knowledge of regulations, laws, and standards that relate to medical practice.
- Demonstrated knowledge of up to date primary medical care services. Correctional health and/or work in a 24/7 health care environment preferred.
- Quality assurance/improvement knowledge and experience.
- Demonstrated ability to develop and implement policies and procedures related to medical practice and clinical services delivery.
- Demonstrated ability to supervise practitioners and to work collaboratively with health care team.
- Excellent verbal and written skills

- Demonstrated skill working with diverse populations
- Demonstrated skill maintaining effective working relationships with other health care partners
- Demonstrated knowledge of Public Health practices and principles
- Washington State medical license in good standing
- Federal Drug Enforcement Administration license
- BLS and ACLS certified
- Demonstrated Knowledge in or ability to become quickly knowledgeable in standards for health services in jails as established by NCCHC

NECESSARY SPECIAL REQUIREMENTS:

- The selected candidate must pass a thorough background investigation.
- Employees are required to protect the privacy and security of protected health information as defined in State and Federal Law

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